

Arbor Heights Elementary School PTA

Board Meeting Notes

November 1st, 2011 7pm

Arbor Heights Elementary School Library

Present: Barb Glascock, Rosslyn Shea, Lonjina Verdugo, Lisa Olson, Ann Bury, Cori Roed, Marianne Weber, Christy Collins, Meri Patton, David Wilkie, Amanda Nokes, Ken Cobley, John Christensen

I. Call to Order (John)

- A. Standing Rules: Got feedback from SC-PTA and WS PTA. Final version ready for Dec. 10th Meeting.
- B. Yahoo Groups: Have been seeing glitches. Moderators will watch and delete.
- C. Group relations: Need to make decisions as a cohesive group, no in-fighting.

II. Budget Report (John)

John presented an update on funded projects:

Safer gym – done, pads on walls

Wifi: 3 more routers in school (where are they?) Parents need a different log-in than students (jrseahawk). Lisa will ask about these questions and get back to the group.

Robotics Club: Need Jihyun to email an update.

Mural: done

Global reading: done

Carpet for music room: donated

Visiting musicians: never funded

III. Teacher Requests (Cori)

- A. Field Trips – are they paid for free and reduced lunch students? Mandate states they can't be denied field trips but no designation of who pays. Typically covered by other parents in the classroom.
- B. Scholarship line item in budget of \$200 (after school programs, etc.) Not used. Motion by Cori for payment of 3 scholarship requests from this fund – MOTION APPROVED.
- C. Requests from staff: electric pencil sharpeners, paper cutter, box fan. Discussed by the group and decided these items may be covered by yearly stipend. Will also list these in newsletter and post to Wiki page (under *school* not PTA) as "teacher needs" by grade level. Teachers can access and change if needed. Also consider adding these items to giving tree if family needs met first.
- D. Mr. Rossi (instrumental music) has been paying out of pocket for music and supplies for families that cannot afford to. Instrumental music line item covers salary plus supplies. Need to make sure he knows this.

IV. Grants (Meri)

- A. Haven't heard about Google grant yet.

- B. BECU grant (aid for core subjects) up to \$2500 due December 15th. Meri is planning to write grant requesting funds for Study Island but needs approval from staff first. Opinion appears divided. Also some using Dreambox for which we have a site license this year, used K-3; Christy also requested use for struggling 4th graders. Christy will have discussion at staff meeting regarding these programs. For now, grant will be written requesting funds for “information technology” so could be used for either program next year.
- C. Safety patrol earned volunteer hours toward Emergency Preparedness grant
- D. Rosslyn has written two small grants: (1) \$50 Family Engagement grant to help with Special Persons Day (2) Apple grant, WA PTSA \$500 to engage multicultural families.
- E. Several small grants are available if anyone is interested. Please ask Christy before applying. Grants page on Wiki – can see what’s been applied for.

V. Communication Survey (Lisa)

Up to 80% return in some classrooms, much less in others. Reminder emailed through Yahoo groups. Also plan to use conference week to have parents do form. So far appears that most families have technology access.

Registry – Lisa is waiting for more surveys to come in before starting the registry. Needs volunteers for data entry. Would like to include names of kids in the index per classroom without any other information unless they are on the restrictions list. At this point plan for document to be PDF file with restrictions against printing, saving, forwarding, etc. Consider password protection as well. Christy presented idea of combining with parent handbook and passed around an example from another school. **Need to decide as a group whether to create printed version or not.**

VI. Events/Fundraising Update (Barb and Amanda)

- A. Master calendar of upcoming events posted in the office:

Bingo Night
 Carnival – June 2
 Literacy Night – not doing this year, Young Authors only
 Math Night – considering for parents only, may tie with a kid-oriented event too.
 Science Fair
 Winter Concert
 Spring Concert

- B. Fundraisers:

Barnes and Noble Night – December 9th
Thriftway and eScripts – ongoing
Chinook Books – not doing this year, were projected to make \$1000 this year that needs to be made up elsewhere.
Family Services Gatewood – Margaret is getting a list of needs, get kids involved in food drive
Family Portrait Event (new idea for this year in lieu of plant sale), Sat 3/10/11. \$35 for 15 min sitting, 8x10 picture, and zip drive of digital shots. \$25 of each goes to the school plus incentives if enough families participate. Will be held in the cafeteria. Pets OK. Need 160 families to participate to make enough money to equal \$4000 expected from Chinook book and plant sale.

Hawk-a-thon – date unknown. Projected to make at least \$4500.

Lisa presented idea of sending a document outlining fundraising targets – total, per activity, etc. similar to what Schmitz Park has done. Their document has noted \$ per student which we would like to avoid. Group would like to see their draft.

VII. Auction Update (Lonjina)

113 tickets sold thus far, goal 150. Total income \$5387; cost to rent the Hall at Fauntleroy \$6200. Direct Drive/Raise the Paddle – must designate a need and spend it that way. Board has agreed to “technology”. Will present photo montage and Ms. Nall will plan to give a speech at the auction.

VIII. MSP Results (Rosslyn)

Board reviewed 3rd-5th grade 2010-2011 MSP scores (replaced WASL, see attached). Science in particular, has improved for 5th graders.

IX. New Business

- A. Science Van (Christy) – mathematically cannot fit current classroom configuration with science van visit without doubling up classes or shortening the time per class. Could also pay for the assembly to happen the day before. This would be a line item for \$2000. Christy will ask the staff if they want to spend science money another way. The science van is getting more expensive each year.
- B. Artist in Residence (John) – current status unclear. \$3000 is allotted yearly to pay for salary and supplies for an artist to make serial visits to classrooms over the year. Past issue has been staff want to choose the artist but have not done so in a timely manner. David Wilkie and Mark Ahlness sit on art committee, will talk to Jiyhun to see if she is still interested. David will also ask staff if artist choice could be turned over to the PTA. District has a list of approved artists. May have >1 artist/year.
- C. Head Lice (Meri) – question as to why measures not being taken to prevent spread in the classroom when a child is identified with head lice. Per FERPA, cannot target specific classrooms or kids.
- D. Parking (John) – preparing maps and schematics of bus zones, where parents can park, drop off kids, etc. Need risk management to look these over.

Outstanding Issues:

Action Item	Responsible Person	Resolution
Location of Wifi routers and log-in for parents	Lisa Olson	
Status of robotics program and artist in residence	Jihyun Yu	
Discussion with staff regarding preference for Study Island and/or Dreambox	Christy Collins	
Discussion with staff regarding how to spend funds for science	Christy Collins	
Discussion with staff regarding turning artist in residence choice over to PTA	David Wilkie	